

MEMO

DATE: January 3, 2008
TO: Administration Committee
FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov
SUBJECT: CFO Monthly Report

Accounting:

The Accounting department is happy to report that all FY08 membership dues have been collected, amounting to \$1,516,500. In addition, 95% of October's disbursements were within 30 days of invoice receipt.

The draft Comprehensive Annual Financial Report was presented to the Audit Committee on December 13, 2007 by SCAG's outside independent auditors, Vasquez & Co., LLP.

Following one of SAP's recommendations, we have begun to bring the accounting software system current with respect to uninstalled support packages. Once we have also put into place the new accounting flexfield structure, we will be in a good position to consider SAP's second major recommendation, specifically to migrate to the SAP Grants module.

A presentation was made at the joint meeting of the Audit and Personnel Committees on December 13, 2007, concerning SCAG's retiree medical health benefit. The Committee considered alternative amortization periods (currently 20 years) for SCAG's unfunded accrued actuarial liability. The data was prepared by SCAG's actuary and addresses costs associated with amortization periods of 5, 10, 15, and 20 years.

Business Operations:

The City of Los Angeles Building and Safety Department and the Office of the Building approved plans for office space build-out on the 11th Floor. Staff also developed a scope of work for a RFP which should be issued by week ending December 7, 2007.

BOS Staff is making significant progress developing a long-range equipment replacement plan which will be completed by the end of December.

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Budget and Grants:

The Budget and Grants Division conducted the 1st FY07-08 Quarterly review with Caltrans. The quarterly review or progress report meetings identify any challenges related to the implementation of the Overall Workplan (OWP) projects and redefine the project schedule for the remainder of the fiscal year. Additionally, the 1st Quarterly review meeting resulted in Caltrans unanimous approval of Amendment #2 in record time.

The FY08-09 budget kickoff was initiated with a Regional Council workshop to refine the priorities and outcomes for the new fiscal year. All comments and suggestions are due back to the office of the CFO by December 28, 2007.

The budget and grants staff continues to research new funding opportunities for the organization. As a result, staff worked with program staff and submitted both a FEMA Emergency Preparedness Grant application and the California Planning Grant application sponsored by Caltrans.

Contracts:

During the month of November, the contracts department awarded 4 contracts, issued 2 contract amendments, and issued 4 Requests for Proposal (RFP). Staff also continues to perform extensive administration of 62 consultant contracts. Lastly, contracts staff completed the DBE Utilization Report, which shows that SCAG is on target to achieve this year's 5.7% DBE goal.

At its December 6, 2007 meeting, the Regional Council confirmed appointments to the Contract Sub-committee. The first meeting of the committee is being planned for January 2008.

Submitted by:



Chief Financial Officer

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

EXPENDITURE REPORT

FIVE MONTHS ENDED NOVEMBER 30, 2007

58% OF FISCAL YEAR REMAINING

Adopted Budget	Amendment #1	Budget after Amendment #1	Amendment #2	Forecast Budget	Expenditures	Encumbrances	Budget Balance	% Budget Remaining
48,083		48,083		48,083	5,043	-	43,040	90%
51,771		51,771		51,771	5,490	-	46,281	89%
320,000		320,000		320,000	102,863	217,137	0	0%
200,000		200,000		200,000	35,929	76,266	87,805	44%
33,000		33,000		33,000	8,332	-	24,668	75%
50,000		50,000		50,000	-	50,000	-	0%
22,000		22,000		22,000	3,360	-	18,640	85%
25,000		25,000		25,000	-	-	25,000	100%
25,000		25,000		25,000	-	-	25,000	100%
60,000		60,000		60,000	50,953	9,047	(0)	0%
49,800		49,800		49,800	4,650	952	44,198	89%
130,000		130,000		130,000	60,590	-	69,410	53%
1,000		1,000		1,000	525	-	475	48%
330,000		330,000		330,000	-	-	330,000	100%
7,500		7,500		7,500	-	-	7,500	100%
56,000		56,000		56,000	12,955	-	43,045	77%
5,000		5,000		5,000	1,946	-	3,054	61%
5,000		5,000		5,000	100	-	4,900	98%
3,500		3,500		3,500	-	-	3,500	100%
18,000		18,000		18,000	7,433	-	10,567	59%
116,500		116,500		116,500	2,850	13,000	100,650	86%
1,557,154	-	1,557,154	-	1,557,154	303,019	366,402	887,733	57%
10,323,466	(22,225)	10,301,241	345,668	10,646,909	3,947,966	199,970	6,498,973	61%
10,792,214	37,909	10,830,123	832,815	11,662,938	4,168,429	-	7,494,509	64%
12,826,884	(3,000)	12,823,884	(922,274)	11,901,610	816,074	7,512,262	3,573,274	30%
2,756,488	235,000	2,991,488	864,784	3,856,272	56,850	2,371,311	1,428,111	37%
514,710	15,000	529,710	123,306	653,016	5,383	522,737	124,896	19%
3,769,842	(25,264)	3,744,578	377,871	4,122,449	-	-	4,122,449	100%
701,000		701,000		701,000	32,665	201,156	467,179	67%
108,000	55,000	163,000		163,000	17,258	18,084	127,658	78%
199,000	6,000	205,000	(3,000)	202,000	47,123	-	154,877	77%
41,991,604	298,420	42,290,024	1,619,170	43,909,194	9,091,748	10,825,520	23,991,926	55%
43,548,758	298,420	43,847,178	1,619,170	45,466,348	9,394,767	11,191,922	24,879,659	55%

1	Staff & Fringe Benefits
2	9914 Indirect Costs
3	54300 SCAG Consultants
4	54340 Legal costs
5	55600 SCAG Memberships
6	55820 Training
7	55910 RC/Committee Meetings
8	55912 RC Retreat
9	55914 RC General Assembly
10	55920 Other Meeting Expense
11	55930 Miscellaneous other
12	55940 Stipend - RC Meetings
13	55972 Rapid Pay Fees
14	55980 Cash Contribution to Projects
15	56100 Printing
16	58100 Travel
17	58150 Travel - Lodging over max
18	58200 Travel - Registration fees
19	58600 NARC Board Expense
20	58700 RC Approved Costs
21	58800 RC Sponsorships
22	Total General Fund
23	
24	Staff & Fringe Benefits
25	9914 Indirect Costs
26	54300 SCAG Consultants
27	54330 Subregional Consultants
28	54400 Subregional Contracts
29	55280 Third Party Contribution
30	55930 Miscellaneous - other
31	56100 Printing
32	58100 Travel
33	Total Other Funds
34	
35	Grand Total